



CHESTERFIELD COUNTY
PLANNING DEPARTMENT
CHESTERFIELD, VIRGINIA 23832
(804) 748-1050
www.chesterfield.gov/plan

Rec'd by _____	Case No _____
Date Rec'd _____	Fee Amt _____
Time Rec'd _____	Receipt No _____
Reviewed by _____	Antic Hrg Date _____

TENTATIVE SUBDIVISION PLAT REVIEW APPLICATION
COMPLETE THE FOLLOWING INFORMATION IN FULL

T

Start

SUBDIVISION INFORMATION

1. Subdivision Name: _____ Sub. ID. No.: _____
Previous Name: _____ Existing Zoning: _____
Zoning Case No(s) _____
General Location Description (Example: N/W Quadrant Hull St./Genito Rd.): _____

2. **Case Type**

(Check one and list any assigned case numbers):

Tentative – New – Case # _____
Tentative Renewal - Previous Case # _____
Tentative Substitute _____
Tentative Amended _____
Appeal of Case _____

6. **Utilities** (Select one of each)

A) Water: Public (P) Well (w)
B) Sewer: Public (P)
On-Site (S)

3. **Copies of Plats Submitted:**

Tentative _____
Plat Reduction (8½" x 11") _____
Composite Plan 24" X 36" _____

7. **Drainage** (Check One):

Curb and Gutter Roadside Ditches

4. **Development Type** (Check One):

Single Family (S)
Townhouse for Sale (T)
Mixed Use (U)

8. **Statistical Summary:**

A) No. of lots for approval _____
B) No. of lots recorded _____
C) Average lot size _____ sq. ft.
D) Minimum lot size _____ sq. ft.
E) Maximum lot size _____ sq. ft.
F) Average lot width _____ ft.
G) Minimum lot width _____ ft.
H) Acreage in lots _____
I) Acreage in roads _____
J) Acreage in recreation/open space _____
K) Total Acreage _____

5. **Reviewed and Approved By** (Circle One):

Director of Planning (A)
Planning Commission (C)

Comments: _____

9. **APPLICANT INFORMATION**

Applicant One: _____ Regist. No.: _____
Subdivider

Applicant Two: _____ Regist. No.: _____
Preparer of Plat

Additional Contact: _____ Regist. No.: _____

10. SUBJECT PARCEL INFORMATION
THIS DATA SHOULD BE OBTAINED FROM THE
COUNTY ASSESSOR'S OFFICE (THE ROSE BUILDING)

SHADED AREA FOR OFFICE USE ONLY

GPIN#		Partial Parcel	Land Use Taxation		Zoning Sheet	Census Tract	Traffic Zone	
		Y N	Y N					
Address (if one given)	Existing Zoning	Zoning Acreage	Conditions			Existing Land Use/Structures	Magisterial District	Plan Area N,S,E,W,C
			CU	PD	SE			

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INVESTIGATION WORKSHEET FOR GRAVES, MEMORIALS AND PLACES OF BURIAL

I have investigated property located at _____
(Street Address)

and described as _____ and _____ which is
(Geographic Parcel Identification Number) (Tax Map Number)

undergoing either site plan or subdivision review by Chesterfield County and find that (**check one**):

Graves, objects or structures marking places of burial **exist** on the property.

Graves, objects or structures marking places of burial **do not exist** on the property.

This information was verified by (check all that apply):

Deed description

Visual verification

Soil borings

Any such feature has been identified on the proposed Site Plan or Subdivision Plan and generally is comprised by the following: _____

Signature: _____

Date: _____

Printed name: _____

Phone number: _____

The following space is for use by the Historical Society:

Verified by: _____ Phone number: _____

Date: _____ Fax number: _____

Comments: _____

If you have any questions regarding this form or the level of site investigation required, please telephone the Planning Department at (804) 748-1050 or contact by facsimile at (804) 717-6295.



Chesterfield County, Virginia

Department of Planning

9901 Lori Road – P.O. Box 40 – Chesterfield, VA 23832-0040

Phone: (804) 748-1050 – Fax: (804) 717-6295 – Internet: chesterfield.gov

KIRKLAND A. TURNER

Director

Tentative Plat Checklist

Subdivision Ordinance Section 17-38(k) states: “Every tentative plat must have complete information to be accepted.” A check beside the following items indicates compliance, and will be verified upon application submittal. Tentative subdivision plats must correctly show the following required information:

Site Information

- ☐ Graphic scale (no greater than one inch equals fifty feet for townhouse for sale subdivisions, or one inch equals one hundred feet for other subdivisions).
 - ☐ North American Datum (NAD) 83 north arrow.
 - ☐ Location and description of the property (tax identification number(s)).
 - ☐ Chesapeake Bay preservation areas (described in §19:228).
 - ☐ Investigation worksheet for graves, memorials and places of burial.
 - ☐ Location and approximate size of cemeteries, graves, object or structure marking a place of burial.
 - ☐ Not Applicable
 - ☐ Existing onsite and offsite easements, buildings, bridges, on or adjacent to tract.
 - ☐ Labeled contours at vertical intervals of not more than five (5) feet. Labeling shall occur at ten (10) foot vertical interval.
 - ☐ Existing zoning classification(s), applicable zoning cases number(s) for property. (General Notes)
 - ☐ Proffers and / or conditions of zoning. (General Notes)
-
- ☐ Adjacent subdivision name(s).
 - ☐ Adjacent parcel owner name(s).
 - ☐ Adjacent tax identification number(s), and side boundary lines of adjoining lots and parcels and county boundary line if applicable.
 - ☐ Previously recorded sections depicting actual recorded layout with recordation dates, plat book(s) and page number(s).

- ☐ Limits of established watercourses, drainage ditches, manmade open channels, floodplains, preliminary wetland boundaries, and conservation areas.
- ☐ All pertinent RPAs, RMAs, and approximate location and surface area of BMP's.
- ☐ Vicinity map.
- ☐ Existing zoning boundaries on the property and adjacent property.

Conceptual Subdivision Plan

Subdividers seeking tentative approval for a subdivision in phases, or proposing a development that contains mixed uses although all uses may be residential in nature, or if required by zoning, shall submit an overall conceptual subdivision plan, with the portion of the plan covered by the tentative plat outlined.

☐ Included ☐ Not Applicable

Project Information

- ☐ Name of subdivision. The proposed name may not duplicate the name of any existing or tentatively approved subdivision or streets or commercial development.
- ☐ Length and bearing of the exterior boundaries of the subdivision. Dimensions are expressed in feet and decimals of a foot.
- ☐ Layout and size of the existing and proposed wastewater, water mains, fire hydrants and existing storm sewers/culverts, and other underground structures within or immediately adjacent to the tract. Water and wastewater lines shown are not located within any stormwater management or best management plan facility.
- ☐ Layout and width of offsite easements for wastewater, water, and stormwater intended to serve property.
- ☐ Computer-simulated flow test for the proposed public water system (for initial tentative plat submittal). The test location should be the most critical point within the proposed subdivision with the results of the flow test indicating whether or not fire protection can be achieved for the entire development. (Demand of one thousand gallons per minute with twenty P.S.I. residual pressure)
- ☐ Location and approximate size of any required buffers, landscape strips or tree preservation areas.
- ☐ Project size in acres or square feet. (General Notes)
- ☐ Area of open space/ common space proposed: (General Notes)
- ☐ Date / revision dates. (General Notes)
- ☐ Proposed water and wastewater facilities. (General Notes)
- ☐ Method of street stormwater conveyance. (General Notes)

☐ Method by which CBPA compliance is achieved. (General Notes)

☐ Name, mailing address, street address, phone number, and fax number and e-mail address if available of the owner(s), and the subdivider or engineer (General Notes)

Streets

☐ Location, width, and names of existing streets, alleys, and other rights of way.

☐ State route numbers clearly shown for tentative renewals, adjusted or substitute plats.

☐ Layout and width of all proposed streets with centerline curve data.

☐ Layout and width of all proposed alleys and sidewalks.

☐ Proposed street names, per county ordinance.

☐ Letter from appropriate regional planning district commission indicating approval of all street names.

☐ Virginia Department of Transportation checklist (initial submission).

☐ Area of streets proposed in subdivision. (General Notes)

Lots

☐ All lots shown shall be buildable lots (may require building envelope to be shown).

☐ Layout and width of all proposed lots.

☐ Approximate dimensions of lots.

☐ Sequential lot numbers.

☐ Number of lots proposed in subdivision. (General Notes)

☐ Area of lots in subdivision. (General Notes)

☐ Minimum, average and maximum lot size in square feet. (General Notes)

☐ Proposed front building setback lines on lots where minimum lot width is not met at setback line.

☐ Parcels intended to be dedicated, conveyed, or reserved for public use, and the conditions proposed for such disposal and use. (General Notes)